

AGENDA

**BOARD OF COMMISSIONERS
315 WEST SECOND STREET
FRANKFORT, KY 40601
502/875-8500**

**SEPTEMBER 25, 2006
5:30 P.M. (EDT)**

1. INVOCATION

Rev. Chuck Beighle, Memorial Baptist Church

PLEDGE OF ALLEGIANCE

John Hammond

ROLL CALL

MINUTES

August 28, 2006 Regular Meeting;
September 11, 2006 Work Session.

MAYOR'S REPORT

2. CEREMONIAL ITEMS

3. ORDINANCES

- 3.1 **SECOND READING:** Adoption of an Ordinance to Amend Ordinance No. 23, 2005 series and Ordinance No. 3, 2004 series, specifically to amend Section 2.07.01 Public Open Space Required and Section 3.07.01 Public Open Space Required of the adopted "Subdivision and Development Plan Regulations". This text amendment includes changing the applicability of the required open space from 6 lots or more to 26 lots/units or more; and the percentage from 4% to 5% within the Urban Area and from 8% to 5% within the Suburban area.

Purpose: To amend the City's Subdivision and Development Plan Regulation ordinance to amend the open space requirements as recommended by the Joint City/County Open Space Committee in order to achieve consistency between the City of Frankfort and Franklin County's regulations. This text amendment includes defining what constitutes open space, changing the applicability of the required open space from 6 lots or more to 26 lots/units or more; and the percentage from 4% to 5% within the Urban Area and from 8% to 5% within the Suburban area.

Background: On November 20, 2003 the Subdivision and Site plan regulations were adopted. After several public work shops with the Subdivision Update Committee and Zoning Update Committee – amendments were recommended to be made to the Subdivision and Site Plan Regulations as well as the Zoning Ordinance in order to remove the inconsistencies.

On November 18, 2004, the Frankfort/Franklin County Planning Commission held a public hearing and took testimony concerning the attached ordinance amendments, then closed the public testimony and tabled the item to allow for the summary to be prepared.

On December 9, 2004, the Frankfort/Franklin County Planning Commission removed the item from the table, held discussions and made the following motions:

1. To change the existing open space requirement from 4% in the urban area to 2% and to change the existing open space requirement from 8% in the Suburban area to 4% and that the open space requirement would be applicable to subdivisions (residential) with 25 lots or more (motion passed by a vote of 6-2).
2. To add language to allow developers to install the driveway aprons at time of construction (motion passed by a vote of 7-1).

3. To approve the amended Subdivision and Development Plan Regulations with the two previous motioned changes and their attached zoning ordinance amendments and recommend the City and County agencies to approve the proposed text amendments (motion passed by a unanimous vote of 8-0).

On November 28, 2005 the City of Frankfort adopted the amendments as recommended by the Planning Commission, with the exception to the open space requirements. A joint city/county open space committee was formed to resolve this remaining issue.

On August 14, 2006, the City Commissioners agreed to proceed with the proposed text amendment attached to this abstract.

This Ordinance had its first reading on August 28, 2006.

Recommendation: Approval

Attachments:

- Ordinance
- Proposed text amendments with strikeout and underline text provided.

Contact Person

Name: Gary Muller
Title: Director
Department: Planning and Building Codes
Phone: 875-8513
Email: gmuller@fewpb.com

3.2 **SECOND READING:** An Ordinance establishing Step-up Pay.

Purpose: An ordinance to allow additional compensation to an employee who is temporarily assigned to a higher-level position.

Background: Currently there is no provision in city policy to provide for additional compensation to employees who are assigned to temporarily fill vacancies of a higher level. It is recommended that a salary increase of 6% be paid to employees who serve in such "acting" positions of a higher level. Only employees who serve in a higher capacity for a minimum of 15 calendar days would be eligible for the 6% increase in pay, with the approval of the City Manager and the Human Resources Director. A provision for such step-up pay was a recommendation of the Mercer Group.

This Ordinance had its first reading on August 28, 2006.

Financial Analysis: Minimal; to be absorbed in each department salary budget.

Recommendation: Approval

Attachments:

- Ordinance

Contact Person

Name: John Morrow
Title: Human Resources Director
Dept.: City Manager
Phone: 502-352-2073
E-Mail: Jmorrow@fewpb.com

3.3 **SECOND READING:** An Ordinance amending Frankfort Code of Ordinances Chapter 40 Police and Fire Department, Section 40.36-same- Fire and Safety Inspector; Fire Training Officer.

Purpose: To consider amending the ordinance to add the position of Emergency Medical Services Director and establishing rate of compensation.

Background: The position of Emergency Medical Services Director is a duty assignment and a staff position appointed in the same manner as Fire and Safety Inspector and Fire Training Officer. The Emergency Medical Services Director position has never been established by ordinance. It is recommended that the position be established by adding it to Section 40.36 with the compensation set to comply with the similar duty assignments.

This Ordinance had its first reading on August 28, 2006.

Financial Analysis: Funds budgeted in Fiscal Year 2006-2007.

Recommendation: Approval

Attachments:

- Ordinance

Contact Person

Name:	Wallace Possich	John Morrow
Title:	Fire Chief	Human Resources Director
Dept.:	Fire	City Manager
Phone:	502-875-8511	502-3522073
E-Mail:	wpossich@fewpb.com	Jmorrow@fewpb.com

3.4 **SECOND READING:** An Ordinance amending Frankfort Code of Ordinances Section 115.09 to permit the sale of alcoholic beverages on New Years Eve.

Purpose: To permit the sale of alcoholic beverages on New Years Eve when the holiday falls on a Sunday.

Background: Representatives from the Franklin County Women's Shelter approached the City about extending hours during which alcohol can be sold when New Years Eve falls on a Sunday. They are planning a fundraising gala and requested that the hours be extended to accommodate this event, which will be held from 8:00 p.m. to 2:00 a.m.

This Ordinance had its first reading on August 28, 2006.

Recommendation: Approval

Attachments:

- Ordinance
- Letter from Franklin County Women's Shelter

Contact Person:

Name:	Tony Massey
Title:	City Manager
Department:	City Manager
Phone:	502/875-8500
E-Mail:	Amassey@fewpb.com

- 3.5 **SECOND READING:** An Ordinance Fixing the Rate of Taxation for the Year 2007 on all Motor Vehicles and Levying said tax for all City purposes.

Purpose: The purpose of this item is to consider an ordinance to set the tax rate for motor vehicles for the year 2007 at 22.7 cents per \$100 valuation.

Background: The tax rate must be set no later than 10-1-06 as required by the Kentucky Department of Revenue. The tax rate proposed for 2007 is the same rate as approved for 2006.

This Ordinance had its first reading on August 28, 2006.

Recommended: Approval

Attachments:

- Ordinance

Contact Person:

Name: Steve Dawson
Title: Director
Department: Finance
Phone: 502/352-2083
E-Mail: Sdawson@fewpb.com

- 3.6 **SECOND READING:** An Ordinance Fixing the Rate of Taxation for the Year 2006 on all Tangible Property subject to tax, Trust and Insurance Companies, Public Service Companies and Levying said tax for all City purposes.

Purpose: The purpose of this item is to consider an ordinance setting the tax rate for 2006 Ad Valorem Taxes (allowing a 4% increase) and setting the rate for 2006 Insurance Taxable Capital Taxes.

Background: Proposed rates for 2006 are as follows (for General Fund Purposes):

1. Ad Valorem	19.7 cents
2. Insurance Taxable Capital	15.0 cents

Rates are levied for each \$100 valuation.

The 2005 Ad Valorem Tax rate was set at 19.7 cents.

This Ordinance had its first reading on August 28, 2006.

Financial Analysis: The rates will remain unchanged for 2006 however the City will net an additional \$125,149 due to the change in Property Tax assessments. Included in the \$125,149 is \$20,642 derived from new property.

Recommendation: Approval

Attachment:

- Ordinance

Contact Person:

Name: Steve Dawson
Title: Director
Director: Finance
Phone: 502/352-2083
E-Mail: Sdawson@fewpb.com

- 3.7 **FIRST READING:** AN ORDINANCE AMENDING ORDINANCE NO. 8, 1983 SERIES by amending the City of Frankfort Zoning Ordinance - Article 4, Section 4.01 Table of Permitted Uses and Section 4.06 Noted Special Conditions of the City of Frankfort's Zoning Ordinance. Specifically, the request is to add the use of self-storage/mini-warehouse as a conditional use within the CL, CG, and CH Districts when specific conditions are satisfied.

Purpose: To amend the City's Zoning ordinance as recommended by the Frankfort/Franklin County Planning Commission and the Zoning Update Committee by amending the City of Frankfort Zoning ordinance - Article 4, Section 4.01 Table of Permitted Uses and Section 4.06 Noted Special Conditions of the City of Frankfort's Zoning Ordinance. Specifically, the request is to add the use of Self-storage/mini-warehouse as a conditional use within the CL, CG, and CH Districts when specific conditions are satisfied.

Background: A request from Mr. Jonathan Ottis on behalf of Mr. Jerry Lunsford has been made to add mini-warehouse/self-storage as conditional use within the table of uses for the PO, CL, CG, and CH zoning districts when specific conditions have been met.

Staff prepared a proposed text amendment with specific conditions relating to the design of such uses within these districts. The design requirements are intended to assist with the compatibility of such uses with the adjacent properties.

On June 28, 2006, the Zoning Update Committee discussed the item, removed the reference to the PO district, made other minor changes and supports the revised proposed text amendment.

On August 10, 2006, the Frankfort/Franklin County Planning Commission held a public hearing, closed the public hearing, approved the report as the findings rather than requesting a summary, and unanimously approved to recommend the City of Frankfort's Board of Commissioners to approve the proposed text amendment.

Recommendation: Approval

Attachments:

- Proposed Ordinance amendment
- The report submitted to the Planning Commission
- Minutes of the August 10, 2006 Planning Commission meeting

Contact Person

Name: Gary Muller
Title: Director
Department: Planning and Building Codes
Phone: 502/875-8513
Email: gmuller@fewpb.com

- 3.8 **FIRST READING:** An Ordinance accepting Sonoma Drive, Goodman Way, and Charleston Court into the City street system.

Purpose: The purpose of this item is to consider an ordinance to accept Sonoma Drive, Goodman Way, and Charleston Court into the City street system for maintenance. The streets have been inspected and any deficiencies noted have been corrected or bonded. The streets have been certified that they meet or exceed the minimum standards of the City of Frankfort at the time of approval. Approval of the ordinance to accept the streets will complete the official action required for acceptance into the City street system.

Recommendation: Approval

Attachments:

- Ordinance

Contact Person

Name: Jeff Hackbart
 Title: Director
 Department: Public Works
 Phone: 502/875-8500
 E-Mail: jhackbart@fewpb.com

4. ORDERS

4.1 An Order relating to the financing of a new Public Safety Building.

Purpose: The purpose of this Order is to enter into necessary agreements regarding financing for the proposed Public Safety Building.

Background: The City intends to issue bonds in the approximate amount of \$10 million to finance construction of a Public Safety Building. A contract should be entered into with investment advisor Morgan Keegan and with Bond Counsel Stoll, Keenon, Ogden. A waiver of potential conflict of interest would also be entered into with Stoll, Keenon, Ogden.

Recommendation: Approval

Attachments:

- Order

Contact Person:

Name:	Tony Massey	Rob Moore
Title:	City Manager	City Solicitor
Department:	City Manager	
Phone:	502/875-8500	502/227-2271
E-Mail:	Amassey@fewpb.com	Rmoore@hazelcox.com

5. RESOLUTIONS

5.1 Resolution authorizing the City of Frankfort to accept grant funds from the Kentucky Infrastructure Authority for the Two Creeks Pump Station, approving the Grant Agreement and authorizing the Mayor to sign all grant related documents (SX21073012).

Purpose: The purpose of this item is to consider approval of a resolution authorizing the Mayor to sign a Grant Assistance Agreement for funds awarded to Frankfort by the Kentucky General Assembly during the 2006 Legislative Session. The Kentucky Infrastructure Authority will administer the grant. Adoption of the Resolution will allow the Mayor to sign the grant agreement and all administrative documents required to process the grant.

Background: In the spring of 2006 the City was notified that it had received \$2,500,000.00 in grant funds from the General Assembly to address sewer problems in the City. Of that amount \$200,000.00 was dedicated to the Two Creeks Pump Station area.

Financial Analysis: This grant will partially offset the cost of the project and there is no match requirement from the city.

Recommendation: Approval

Attachments:

- Resolution
- Grant Assistance Agreement

Contacts:

Name:	William R. Scalf	Rebecca Hall
Title:	Director	Grants Manager
Department:	Sewer	City Manager
Phone:	875-2448	352-2076
Email:	wscalf@fewpb.com	rhall@fewpb.com

- 5.2 Resolution authorizing the City of Frankfort to accept grant funds from the Kentucky Infrastructure Authority for the Cardinal Hill Pump Station, approving the Grant Agreement and authorizing the Mayor to sign all grant related documents (SX21073007).

Purpose: The purpose of this item is to consider approval of a resolution authorizing the Mayor to sign a Grant Assistance Agreement for funds awarded to Frankfort by the Kentucky General Assembly during the 2006 Legislative Session. The Kentucky Infrastructure Authority will administer the grant. Adoption of the Resolution will allow the Mayor to sign the grant agreement and all administrative documents required to process the grant.

Background: In the spring of 2006 the City was notified that it had received \$2,500,000.00 in grant funds from the General Assembly to address sewer problems in the City. Of that amount \$260,000.00 was dedicated to the Cardinal Hill Pump Station.

Financial Analysis: This grant will partially offset the cost of the project and there is no match requirement from the city.

Recommendation: Approval

Attachments:

- Resolution
- Grant Assistance Agreement

Contacts:

Name:	William R. Scalf	Rebecca Hall
Title:	Director	Grants Manager
Department:	Sewer	City Manager
Phone:	875-2448	352-2076
Email:	wscalf@fewpb.com	rhall@fewpb.com

- 5.3 Resolution authorizing the City of Frankfort to accept grant funds from the Kentucky Infrastructure Authority for the Holmes Street area, approving the Grant Agreement and authorizing the Mayor to sign all grant related documents (SX21073002).

Purpose: The purpose of this item is to consider approval of a resolution authorizing the Mayor to sign a Grant Assistance Agreement for funds awarded to Frankfort by the Kentucky General Assembly during the 2006 Legislative Session. The Kentucky Infrastructure Authority will administer the grant. Adoption of the Resolution will allow the Mayor to sign the grant agreement and all administrative documents required to process the grant.

Background: In the spring of 2006 the City was notified that it had received \$2,500,000.00 in grant funds from the General Assembly to address sewer problems in the City. Of that amount \$1,630,000.00 was dedicated to the Holmes Street area.

Financial Analysis: This grant will partially offset the cost of the project and there is no match requirement from the city.

Recommendation: Approval

Attachments:

- Resolution
- Grant Assistance Agreement

Contacts:

Name:	William R. Scalf	Rebecca Hall
Title:	Director	Grants Manager
Department:	Sewer	City Manager
Phone:	875-2448	352-2076
Email:	wscalf@fewpb.com	rhall@fewpb.com

- 5.4 Resolution authorizing the City of Frankfort to accept grant funds from the Kentucky Infrastructure Authority for the Allnut Drive area, approving the Grant Agreement and authorizing the Mayor to sign all grant related documents (SX21073005).

Purpose: The purpose of this item is to consider approval of a resolution authorizing the Mayor to sign a Grant Assistance Agreement for funds awarded to Frankfort by the Kentucky General Assembly during the 2006 Legislative Session. The Kentucky Infrastructure Authority will administer the grant. Adoption of the Resolution will allow the Mayor to sign the grant agreement and all administrative documents required to process the grant.

Background: In the spring of 2006 the City was notified that it had received \$2,500,000.00 in grant funds from the General Assembly to address sewer problems in the City. Of that amount \$180,000.00 was dedicated to the Allnut Drive area.

Financial Analysis: This grant will partially offset the cost of the project and there is no match requirement from the city.

Recommendation: Approval

Attachments:

- Resolution
- Grant Assistance Agreement

Contacts:

Name:	William R. Scalf	Rebecca Hall
Title:	Director	Grants Manager
Department:	Sewer	City Manager
Phone:	875-2448	352-2076
Email:	wscalf@fewpb.com	rhall@fewpb.com

- 5.5 Resolution authorizing the City of Frankfort to accept grant funds from the Kentucky Infrastructure Authority for the Shelby Street area, approving the Grant Agreement and authorizing the Mayor to sign all grant related documents (SX21073004).

Purpose: The purpose of this item is to consider approval of a resolution authorizing the Mayor to sign a Grant Assistance Agreement for funds awarded to Frankfort by the Kentucky General Assembly during the 2006 Legislative Session. The Kentucky Infrastructure Authority will administer the grant. Adoption of the Resolution will allow the Mayor to sign the grant agreement and all administrative documents required to process the grant.

Background: In the spring of 2006 the City was notified that it had received \$2,500,000.00 in grant funds from the General Assembly to address sewer problems in the City. Of that amount \$230,000.00 was dedicated to the Shelby Street area.

Financial Analysis: This grant will partially offset the cost of the project and there is no match requirement from the city.

Recommendation: Approval

Attachments:

- Resolution
- Grant Assistance Agreement

Contacts:

Name:	William R. Scalf	Rebecca Hall
Title:	Director	Grants Manager
Department:	Sewer	City Manager
Phone:	875-2448	352-2076
Email:	wscalf@fewpb.com	rhall@fewpb.com

6. CONSENT CALENDAR

Items on the Consent Calendar are considered to be routine by the Board of Commissioners and will be enacted by one motion and one vote. There will be no separate discussion of these items unless a Board member so requests, in which event the item will be removed from the Consent Calendar and considered separately. The City Manager will read the items recommended for approval.

- 6.1 To consider authorizing the appointment of Doug Young as City of Frankfort Alcohol Beverage Administrator and Steve Dawson as backup administrator for the City of Frankfort (Finance Department).

Purpose: To appoint Doug Young as the Alcohol Beverage Administrator and Steve Dawson as the backup Administrator for the City of Frankfort.

Background: With the transfer of the previous Alcohol Beverage Administrator to another position, it is necessary to appoint a new Alcohol Beverage Administrator.

Recommendation: Approval

Attachments: None

Contact:

Name:	Steve Dawson
Title:	Finance Director
Department:	Finance
Phone:	502/875-8500
E-Mail:	sdawson@fewpb.com

- 6.2 To consider amending the Engineering Services Agreement with HMB Engineers for the East Main Outlet Project (Public Works).

Purpose: To amend engineering services agreement with HMB Engineers for the East Main Outlet (EMO) Project

Background: The construction phase for the East Main Outlet Project is scheduled for completion in December 2006. The construction schedule was extended from six to nine months to accommodate contractors' requests at the pre-construction meeting. It is recommended that the City amend its original Agreement with HMB for an additional three months. The additional time is needed in order to provide continued construction administration and resident inspection services beyond the 180 consecutive calendar days (6 months) specified in the initial HMB engineering agreement. The scope of work for the additional 3 months shall include:

1. Construction Administration	\$18,000
2. Resident Construction Observation	<u>\$42,585</u>
	\$60,585

Financial Analysis: Funds are available for this professional service agreement with HMB in the 1997 Bond Issue and the Commonwealth of Kentucky's Holmes Street Drainage direct authorization. The \$60,585 fee for these services is based on a three (3) month construction completion schedule.

Recommendation: Approval

Attachments:

- Amendment No. 9

Contact Person

Name: Jeff Hackbart
 Title: Director
 Department: Public Works
 Phone: 502/352-2091
 E-mail: jhackbrt@fewpb.com

6.3 To consider authorizing purchase of one Dodge Sprinter 2500 Van (Police Department).

Purpose: The purpose of this item is to request authorization to purchase one Dodge Sprinter 2500 Cargo Van.

Background: This vehicle will be used as a prisoner transport (paddy wagon). The last paddy wagon purchased for this Department was in 1980 and was in service for approximately 17 years. The Police Department has not had a vehicle equipped for transporting multiple prisoners or persons with special needs since that time. The purchase will be made under State Contract Master Agreement #C-5418539-7 at the contract price of \$27,775. This unit is to be purchased from Freedom Dodge, Lexington, KY.

Financial Analysis: Funds are available in the Police Department Asset Forfeiture U.S. Justice Account. These monies can only be used for law enforcement purposes.

Recommendation: Approval

Attachment:

- General information on Dodge Sprinter 2500

Contact Person

Name: Walter M. Wilhoite
 Title: Chief of Police
 Department: Police
 Phone: 502/875-8523
 Email: mwilhoite@fewpb.com

6.4 To consider authorization to advertise and solicit bids for a Dodge Sprinter Van (Police Department).

Purpose: The purpose of this item is to request authorization to advertise and solicit bids for one Dodge Sprinter 3500 Cargo Van, high roof, 158 inch wheel base and rear air conditioner.

Background: Purchase of a Dodge Sprinter Van is necessary to replace a 1994 Ford ambulance that was converted for use by the Tactical Response Unit. The Ford ambulance exhaust is leaking into the rear cabin and has been driven 85,550 miles.

Financial Analysis: Funds are available in the Police Department Asset Forfeiture U.S. Justice Account. These monies can only be used for law enforcement purposes.

Recommendation: Approval

Attachment:

- Dodge Sprinter Configurations

Contact Person

Name: Walter M. Wilhoite
Title: Chief of Police
Department: Police
Phone: (502) 875-8523
Email: mwilhoite@fewpb.com

- 6.5 To consider authorizing the purchase of a 2007 Ford E350 Diesel Cut-Away Van through State Contract Pricing (Sewer Department).

Purpose: To authorize purchase of 2007 Ford E350 Diesel Cut-Away Van from Man-O-War Ford of Lexington through State Contract Pricing for the Sewer Department.

Background: The safety van transports all essential safety equipment required by OSHA to the job site for use in confined space areas. The department's GMC safety van was purchased in 1993. Quotes were received from Jeff Jones Chev-Pont-Buick in Frankfort (\$36,482), Freedom Dodge of Lexington (\$37,636) and Man-O-War Ford of Lexington (\$30,647).

Financial Analysis: Funds are available in Account No. 300.68.56550. The cost will be \$30,647 from Man-O-War Ford of Lexington (State Contract #C-05297095).

Recommendation: Approval

Attachments:

- Quotes

Contact Person

Name: William R. Scalf, Jr., PE
Title: Director
Department: Sewer
Phone: 502/875-2448
Email: wscalf@fewpb.com

- 6.6 To consider authorizing an Engineering Agreement with Otis Engineering, LLC for engineering services associated with the replacement of the Ford Garage Pump Station (Sewer Department).

Purpose: The purpose of this item is to consider authorization of an Engineering Agreement with Otis Engineering, LLC for engineering services associated with the replacement of the Ford Garage Pump Station. Engineering services are only for design and bidding, construction support and administration will be negotiated at a future date.

Background: The Sewer Department has a project to replace the Ford Garage Pump Station, located on Crossroads Ford property. The station is old and is a constant maintenance problem. We have an emergency callout at the station several times per month, resulting in overtime pay in addition to the repair costs.

This Agreement covers only design and bidding of the project. Once design is complete and approved by the Division of Water, an amendment will be negotiated with Otis Engineering for construction support

and administration. This Agreement is for a lump sum fee of \$18,850. Otis Engineering was chosen due to familiarity Mr. Otis has with the site and his relationship with the engineer for Crossroads Ford, which should result in a lower overall cost to the City of Frankfort.

Financial Analysis: Funds are available in Account No. 450.68.56550.

Recommendation: Approval

Attachments:

- Engineering Agreement

Contact Person

Name: William R. Scalf, Jr., PE
Title: Director
Department: Sewer
Phone: 502/875-2448
Email: wscalf@fewpb.com

- 6.7 To consider authorization to add additional funds to the Continuing Engineering Services Agreement with Quest Engineers, Inc. for additional design and construction administration services for the Allnut Drive Sewer Replacement Project (Sewer Department).

Purpose: The purpose of this item is to consider adding additional funds, Amendment # 2, to Quest Engineers contract to prepare construction drawings for the Allnut Drive Sewer Replacement project.

Background: In September 2002 the Sewer Department awarded a contract to Quest Engineers to perform surveying and design of the Allnut Drive Sewer Replacement Project. The original contract was in the amount of \$15,700. In April 2003 the City Commission approved Amendment No. 1, in the amount of \$26,600, to include easement preparation, bidding support, part-time construction oversight, and construction contract administration.

The approval by the Division of Water has expired and some additional modifications must be made to the construction documents before they are resubmitted to the Division of Water. In addition, the contract fees approved in 2003 have been adjusted for inflation and resident representation has been revised to include a full time inspector. Amendment No. 2 is a lump sum fee of \$19,200.

The total contract amount is summarized below:

Original Contract	\$15,700
Amendment # 1	6,600
Amendment # 2	<u>19,200</u>
Revised Contract	\$61,500

Financial Analysis: Funds are available in Account No. 450.68.56550.

Recommendation: Approval

Attachments:

- Amendment # 2

Contact Person

Name: William R. Scalf, Jr., PE
Title: Director
Department: Sewer
Phone: 502/875-2448

Email: wscalf@fewpb.com

- 6.8 Purpose: To provide the taxpayer the option of paying their taxes, licenses, permits and other fees by debit card/credit card. The city would collect a service fee of 2.50% per transaction to cover the city's cost (Finance Department).

Background: Debit/Credit cards have become the payment method of choice. The City has been accepting debit/credit card payments at the Golf course for the past several months. Currently debit/credit card sales make-up approximately 17% of golf receipts. The City been requested by the taxpayer to offer debit/credit card for payment of taxes and other fees. Additionally, allowing the taxpayer to pay by debit/credit card may help to collect and clean up some of the outstanding delinquent taxes.

Recommendation: Approval

Attachments:

- Credit/Debit Card Study
- Credit Card Analysis – Golf History

Contact:

Name: Steve Dawson
Title: Finance Director
Department: Finance
Phone: 502/875-8500
E-Mail: sdawson@fewpb.com

- 6.9 Extension of Strand Associates, Inc. Continuing Engineering Services Agreement for engineering services related to the CSO Long Term Control Plan (Sewer Department).

Purpose: To award a contract extension to Strand Associates for a term of three years to continue with the development and implementation of the Combined Sewer Overflow Long Term Control Plan (CSO LTCP) and other CSO related engineering needs. US EPA and the Kentucky Division of Water mandate this plan. This contract will also be utilized to evaluate mitigation and elimination alternatives for the Combined Sewers.

Background: In September 2001 the City of Frankfort awarded an Engineering Services Agreement to PEH Engineer/Strand Associates for Engineering Services in support of the Sewer Department Combined Sewer Overflow Long Term Control Plan. This contract had been renewed annually and expired on June 30, 2003. In August 2003 the Agreement was extended for a three-year period that expires on September 30, 2006. This will extend the Agreement for an additional three years, expiring on September 30, 2009. This Agreement is in the amount of \$50,000.

Financial Analysis: Funds are available in Account No. 450.68.56550.

Recommendation: Approval

Attachments:

- Continuing Engineering Services Agreement

Contact Person

Name: William R. Scalf, Jr., PE
Title: Director
Department: Sewer
Phone: 502/875-2448
Email: wscalf@fewpb.com

- 6.10 To consider authorization to Purchase an Aerial Truck (Fire Department).

Purpose: To contract for construction and purchase of 2007 Sutphen 75 ft. mid-mount aerial truck.

Background: Bids were advertised and submitted to four vendors on July 20, 2006. The Sutphen Corporation was the only bidder and their bid fully meets or exceeds our specifications. The purchase of this vehicle will replace a 1990 75 ft. aerial truck. Sutphen's price quoted is \$569,396.00. However, by paying \$400,000.00 down with the acceptance of the contract the City will realize a discount of \$23,485.96 leaving a balance due upon delivery of \$145,910.04. We anticipate selling the surplus aerial truck with the proceeds of the sale ear-marked for the balance due. The new truck will have a delivery date of August or September of 2007.

Financial Analysis: \$400,000 is currently budgeted in Account No. 100.42.56550. The balance of \$145,910.04 is expected to be funded from the sale of the surplus truck over the next several months.

Recommendation: Approval

Attachments:

- Sutphen Bid Letter/Quote,
- Bid Tabulation
- Sutphen Proposal with Discount
- Contract

Contact Person

Name: Wallace Possich
Title: Fire Chief
Dept.: Fire
Phone: 502/875-8511
E-Mail: wpossich@fewpb.com

6.11 To consider authorizing purchase of one 2007 Ford Explorer (Police Department).

Purpose: The purpose of this item is to request authorization to purchase one 2007 Ford Explorer XLT.

Background: This vehicle will be used by Police Task Force Officer as a duty vehicle. The purchase will be made under State Contract Master Agreement #C-0342015806 at the contract price of \$20,699. This unit is to be purchased from Countryside Motors, Lawrenceburg, KY.

Financial Analysis: Funds are available in the Police Department Asset Forfeiture U.S. Justice Account. These monies can only be used for law enforcement purposes.

Recommendation: Approval

Attachment:

- Catalog Line Details 2007 Ford Explorer

Contact Person

Name: Walter M. Wilhoite
Title: Chief of Police
Department: Police
Phone: 502/875-8523
Email: mwilhoite@fewpb.com

6.12 To consider renewal of Technical Service Support Agreement for Monitor/Defibrillators (Fire Department).

Purpose: To consider renewal of technical service support agreement with Medtronic Emergency Response Systems, Inc. for providing maintenance and service on eleven LifePak 10 and seven LifePak 12 defibrillator/monitors and eight battery support systems, for a three-year term.

Background: The current three-year contract for service, maintenance and repairs for monitor/defibrillators expired on September 2, 2006. Contract renewal will provide for continuous service on the defibrillators, all accessories, paddles, and battery support systems. Medtronic is the sole vendor capable of providing this service in that all the current units are the Physio Control/Medtronic brand. The new contract is for a three-year period to expire on 9/2/09 at \$27,453.60 per year payable in quarterly installments of \$2,287.80. Medtronic has provided this service to the City for 15 years in a very satisfactory manner. The new contract represents a reduction in the annual cost of \$8,857.95 from the previous contract.

Financial Analysis: Funds budgeted in Account No. 100.41.53250

Recommendation: Approval

Attachments:

- Technical Service Support Agreement

Contact Person

Name: Wallace Possich
Title: Chief
Department: Fire
Phone: 502-875-8511
E-Mail: wpossich@fewpb.com

- 6.13 To consider authorizing an agreement with Morgan Keegan to provide financial services in the issuance of General Obligation Bonds to construct the Public Safety Building (City Manager).

Purpose: The purpose of this item is to consider authorization for an agreement with Morgan Keegan to provide financial services in borrowing up to \$10 million for the Public Safety Building.

Background: The City of Frankfort is scheduled to approve bids for construction of the Public Safety Building at the October 2006 City Commission regular meeting. In providing funding for this project, it is recommended the City use Morgan Keegan to provide the necessary financial advisor services in the issuance of General Obligation Bonds. Cost for these services will be \$35,000.

Financial Analysis: Funds will be available with the issuance of the General Obligation Bonds.

Recommendation: Approval

Attachments:

- Letter of Engagement
- Letter of references.

Contact Person:

Name:	Tony Massey	Steve Dawson
Title:	City Manager	Director
Department:	City Manager	Finance
Phone:	502/875-8500	502/875-8500
E-Mail:	Amassey@fewpb.com	Sdawson@fewpb.com

- 6.14 To consider authorizing an agreement with Stoll, Keenon, Ogden to serve as bond counsel in the issuance of General Obligation Bonds to construct the Public Safety Building (City Manager).

Purpose: The purpose of this item is to consider authorization for an agreement to provide legal services for borrowing up to \$10 million for the Public Safety Building.

Background: The City of Frankfort is scheduled to approve bids for construction of the Public Safety Building at the October 2006 City Commission regular meeting. In providing funding for this project, it is recommended the City use Stoll, Keenon, Ogden to provide the necessary legal services in the issuance of General Obligation Bonds. Cost for these services will be \$35,000.

Financial Analysis: Funds will be available with the issuance of the General Obligation Bonds.

Recommendation: Approval

Attachments:

- Letter of Engagement

Contact Person:

Name:	Tony Massey	Steve Dawson
Title:	City Manager	Director
Department:	City Manager	Finance
Phone:	502/875-8500	502/875-8500
E-Mail:	Amassey@fewpb.com	Sdawson@fewpb.com

6.15 To consider approval of a contract between the City and PlanGraphics, Inc. for Information Technology Strategic Plan Implementation Services (City Manager).

Purpose: To approve a contract with PlanGraphics, Inc. to implement key Information Technology initiatives for the City.

Background: PlanGraphics has been working with the City of Frankfort IT Workgroup to develop implementation of Phase I of the IT Strategic Plan. Several key initiatives have been identified to implement within this fiscal year. Specifically identified are steps to upgrade technology infrastructure, and redesign and development of the City's web site. Phase I is scheduled to be completed by July 2007.

Financial Analysis: Cost is estimated at \$56,900. Funds are available in Account No. 100.95.53295, Reserve for Contingency. This is a cost that will benefit all aspects of city government and be shared by all departments.

Recommendation: Approval

Attachments:

- Contract

Contact Person:

Name:	Tony Massey
Title:	City Manager
Department:	City Manager
Phone:	502/875-8500
E-Mail:	Amassey@fewpb.com

6.16 Personnel

<u>Personnel Action</u>	<u>Employee</u>	<u>Department</u>	<u>Date</u>	<u>Other</u>
Appointment	Richard D. Roberts	Sewer	9-26-06	Tech II
	Ray T. Richardson	Streets	10-10-06	Tech II
	Charles S. Shaw	Fire	10-10-06	Firefighter I

	Richard W. Frost	Fire	10-10-06	Firefighter I
	Kenneth A. Barnett	Fire	10-10-06	Firefighter I
	Joshua S. Kyle	Fire	10-10-06	Firefighter I
Confirmation	Todd Smither	Police	9-27-06	Patrol Officer I
	Mark Little	Police	9-27-06	Patrol Officer I
Resignation	William B. Hornbeck	Sanitation	8-29-06	Tech III; authorize payment of all accrued vacation as of effective date.

Attachment:

- William B. Hornbeck letter of resignation

7. BOARD APPOINTMENTS

7.1 Frankfort Plant Board

- Reappointment of Michael Dudgeon for a term ending 9-23-10.

Attachment:

- Letter of recommendation from Mayor May

8. OLD BUSINESS

9. NEW BUSINESS

10. CITIZEN COMMENTS (Non-agenda items)

11. COMMISSIONER COMMENTS

12. ADJOURNMENT